



# Maine National Guard Teen Council Guidelines



## I. Statement of Purpose

The Maine National Guard Teen Council is formed in order to support the Maine National Guard's members, their families and their youth. This council consists strictly of volunteer members between the grades of 8<sup>th</sup> - 12<sup>th</sup>, working together towards a common goal of identifying, defining, and addressing issues that contribute to the future of our National Guard Youth. Their purpose is to actively involve youth in policy issues affecting them and help implement new ways to enhance the quality of life for our Guard members and their dependants.

## II. Goals

- A. Act as an advisory council to the State Youth Program Coordinator in matters which concern guard youth.
- B. Enhance the goals and objectives of the Youth Program.
- C. Promote communication, involvement, support and recognition among Maine National Guard members and youth.
- D. Actively be involved in local and State Family Readiness Activities throughout the year.

## III. Membership

- A. The Teen Council will be overseen by the State Youth Coordinator (SYC).
- B. The Teen Council will consist of one teen per unit serving as representatives from both Army and Air Guard.
- C. The Teen Council members will nominated by their FRG Leader and Their Sponsors Unit Commander, and be chosen by the selection committee and notified by mail.
- D. The Teen Council will be chaired by the Teen Council Chairperson (TCC) who will exercise general leadership and coordination.
- E. A Teen Council Secretary (TCS) will be assigned to record minutes of all meetings and maintain records of all Council correspondence and actions.
- F. All Teen Council members must review and sign the Maine National Guard Teen Council Commitment Pledge and Code of Conduct
- G. An adult volunteer named by the selection committee will serve as Treasurer with aid from a Teen Council member and will be responsible for managing and distributing funds as well as presenting the Treasurer's report at all Teen Council meetings

#### **IV. Meetings**

- A. The Teen Council will meet no less than quarterly and as often as is deemed necessary by the TCC with permission from the SYC.
- B. The Teen Council will discuss, plan, and advise in matters that encompass military Family quality of life issues and Family Readiness trainings.
- C. The State Youth Program Coordinator or a representative from the Family Program Office will attend all Teen Council meetings.
- D. The Teen Council Chairperson will determine dates, locations, and times of meetings as determined by the Teen Council.

#### **V. Revisions to Guidelines**

- A. Council members may submit any suggestions for revisions to the Teen Council Guidelines at any time.
- B. Recommendations must be in written form.
- C. Recommendations must be presented to the Unit Commander, Teen Council Chairperson and State Youth Coordinator to be reviewed as a topic of discussion at the next regular Council meeting.
- D. Approved revisions will be discussed and voted on at a regular Council meeting.

Submit completed package directly to:

MENG Child and Youth Program  
DVEM  
SHS # 33, Camp Keyes  
Augusta, ME 04333-0033

Fax: 207-430-5783



# Maine National Guard Teen Council Application

Please type or print legibly in ink.

Date: \_\_\_\_\_

Name: \_\_\_\_\_ Male: \_\_\_\_\_ Female: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Phone: \_\_\_\_\_

School (if applicable): \_\_\_\_\_

Grade: 8<sup>th</sup> 9<sup>th</sup> 10<sup>th</sup> 11<sup>th</sup> 12<sup>th</sup> Age: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_

Relationship: \_\_\_\_\_

Emergency Contact Phone: \_\_\_\_\_

Sponsor Name: \_\_\_\_\_ Unit: \_\_\_\_\_ Air   
Army

### Signatures Required from Unit

“By my Signature below, I acknowledge that this youth is a member in good standing with my unit and authorize him/her to be considered for the Teen Council as a representative for our unit.”

### **Family Readiness Group Leader**

### **Unit Commander**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Briefly describe why you want to be a part of the Council:  
Use a separate sheet if necessary.

Tell us what activities, groups and organizations you're involved with in school and within your community:

Choose three words that best describe you and explain why:



# Maine National Guard Teen Council Code of Conduct

To ensure that the Maine National Guard Teen Council is a positive and enjoyable experience for all participants, it is necessary to establish and enforce high standards of behavior. Please read the following information and sign below.

I, a representative of the Maine National Guard Teen Council, will uphold the following conduct and behavior standards:

- I will be courteous and respectful towards others.
- I agree to value and respect others' ideas.
- I will actively participate in all activities during training sessions.
- I will conduct myself in a professional manner at all times.
- I will dress appropriately at all times. Revealing clothing or apparel featuring alcohol, tobacco, and other drug messages is prohibited. The State Youth Program Coordinator reserves the right to assess the meaning of appropriate.
- I will conform to prescribed curfews during overnight sessions unless scheduled activities extend beyond this time.
- I will not use any alcohol, tobacco, or other drugs or engage in any behavior of a sexual or violent nature at any time during the training/meetings.
- I understand that I will forfeit my position as a Teen Council member for any misconduct or repeated behavior and be required to leave.

As a representative of the Maine National Guard Teen Council, I represent not only myself, but the National Guard teens throughout the world and I pledge to uphold this commitment. I understand that if I am not able to remain in good standing during training sessions and with the commitments set forth above, I will be asked to leave:

\_\_\_\_\_  
Teen Representative Signature

\_\_\_\_\_  
Date

I have witnessed the pledge made by my son/daughter and will support him/her in carrying out the Teen Council delegate duties. I understand that if my son/daughter breaks any of the commitments stated in this code of conduct they will be dismissed from the program, without recourse: NOTE: Transportation to and from events will be the responsibility of the delegate or guardian.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
State Child and Youth Coordinator Signature

\_\_\_\_\_  
Date



**Maine National Guard  
Youth Council  
Recommendation Form**

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Applicant: Please give this form to any adult not related to you, who you think can speak to your strengths (teacher, coach, principal, or counselor)

Recommender: Please make sure everything is filled out clearly and legibly in ink. Use additional paper if necessary. Return to the Family Program, DVEM, SHS#33 Attn: State Youth Coordinator, Augusta, Maine 04333.

Recommender's Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_

How long have you known the applicant? \_\_\_\_\_

What is your relationship to the applicant? \_\_\_\_\_

Please comment on why you think this person should be a member of the Maine National Guard Youth Council. Consider what unique qualities and talents this person can bring to the Council.

\_\_\_\_\_  
Recommender's Signature

\_\_\_\_\_  
Date

